



MINUTES OF THE **REGULAR MEETING OF THE CIVIL SERVICE COMMISSION**  
**WEDNESDAY, APRIL 26, 2000, 9:00 A.M.**

Personnel Conference Room  
County Government Center  
San Luis Obispo, California

Present: Commissioners John Burnham, Wendy Scalise, Jeannie Nix and President Robert Bergman

Staff present: Frank Freitas, Commission Secretary; Wendy Galitello, Recording Secretary

Absent: Commissioner Cyrus Hays

**1. CALL TO ORDER**

President Bergman called the meeting to order at 9:00 a.m., and led the flag salute.

**2. PUBLIC COMMENT PERIOD**

President Bergman asked for comments from the public/audience.

Mr. Michael O'Connell, Probation Collections Officer, Probation Dept, gave public comment.

President Bergman closed public comment.

**3. MINUTES**

IT WAS MOVED by Commissioner Scalise, seconded by Commissioner Burnham, and carried to approve the Minutes of the Meeting for March 22, 2000.

**4. MONTHLY REPORT**

IT WAS MOVED by Commissioner Burnham, seconded by Commissioner Scalise, and carried to receive and file the Monthly Report for March 2000.

**5. CREATE CLASSIFICATIONS/NEW SPECIFICATIONS**

None.

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April 19, 2000

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## **6. REVISED SPECIFICATIONS**

None.

## **y1 DELETED SPECIFICATIONS**

Sue Wilkison, Personnel Department stated the Board of Supervisors held a hearing and approved an ordinance change to remove the Personnel Director from the Civil Service. She then stated the action before you this morning is to delete the job specification, which was in the Civil Service classification.

IT WAS MOVED by Commissioner Scalise, seconded by Commissioner Burnham and carried to approve the deletion of the job specification of Personnel Director.

## **8. FUTURE AGENDAS**

Secretary Freitas gave a report to the Commission.

## **9. TIME RESERVED FOR COMMISSION PRESIDENT**

Nothing to report.

## **10. TIME RESERVED FOR COMMISSION ATTORNEY**

Nothing to report.

## **11. TIME RESERVED FOR COMMISSION SECRETARY**

Secretary Freitas stated there were four items to address. There are staffing changes in the Personnel Department. He stated there will be a new recording secretary for the Commission who is Angela Passant and she is present here today. If the Commission has no objections, she will begin taking minutes at next meeting. She has been with Personnel Dept a relatively short time, but with the county a good amount of time, formerly at General Hospital as a Sr. Medical Transcriber. Wendy Galitello has been promoted to a provisional appointment as Supervising Administrative Clerk, as our Supervising Administrative Clerk has resigned and will be retiring. We can't afford to have vacant positions, so we are now in search of a Sr. Typist Clerk to replace Angela. There were no objections raised. Ms. Passant will assume the position of recording secretary starting in May.

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Next was **Item 11A.** Secretary Freitas gave a report on Social Services Recl ass Study.

Next was **Item 11B.** Tony Krause, Personnel Analyst, gave a report on the Engineering Recl ass - Utilities Division Manager.

Secretary Freitas then gave the status of **Item 11C** Recruitment for Personnel Director.

## **12. REPORT ON NON-COMPETITIVE EXAMINATIONS (RICH GRANGER)**

Mr. Granger gave a report on non-competi tive examinations.

IT WAS MOVED by Commi ssioner Scalise, seconded by Commi ssioner Nix, and carried to approve the Non-Competi tive Examination Process.

President Bergman wished to address item #14 at this time. No objections were given.

## **13. SEE BELOW**

### **y2 CIVIL SERVICE COMMISSION RULE CHANGES**

Mr. Bell addressed the Commission. He gave his report regarding the rule changes. It was determined that the groups were at an impasse regarding Rules 5.05(a) and 12.04. Mr. Bell advised that a public hearing should be held.

Attorney Jenkins stated the Commission is in compliance with procedural rules and have the options that Mr. Bell has summarized. There was discussion regarding a public hearing. Attorney Jenkins then instructed the Commission to come back with a formal resolution.

President Bergman asked Secretary Freitas and the Commission if the direction that was given by counsel was satisfactory. He then set the public hearing for the next regular Commission meeting.

## **13. HEARING: DISCRIMINATION COMPLAINT**

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President Bergman stated sometime back the hearing had been formally opened and currently they have a brief from Ms. Gomez.

There was discussion between President Bergman, Mr. Quain and Attorney Jenkins.

Mr. Quain and Ms. Cochran left the hearing.

It was decided to continue the hearing until next month.

There being no further business, the regular meeting was adjourned.

Respectfully submitted,

Frank Freitas  
Commission Secretary

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- 4 -